



CONSULAR CORNER

ISSUE V

MAY 10, 2013

Ambassador's Message:



It is hard to believe we are almost half-way through the year 2013. Soon, U.S. citizens around the globe will mark the 237th anniversary of our Nation's Independence Day. For U.S. citizens living outside the United States, the 4th of July is a special opportunity to celebrate our shared values as citizens of the United States of America.

As Ambassador, my highest priority is the safety and security of our fellow Americans here in Georgia. Our Consular Affairs U.S. Citizen Services' section endeavors to provide excellent assistance to our citizens here in the beautiful country of Georgia. Please take some time to read about the resources available for both long-term residents and short-term visitors in Georgia, available through the U.S. Embassy in Tbilisi. U.S. citizens travelling abroad have the option to enroll in our Smart Traveler Enrollment Plan, through which they can receive important messages and travel warnings.

In this edition of the newsletter you will find information regarding tips for avoiding international financial scams and services available to U.S. citizens. Best wishes from me and my colleagues of the U.S. Embassy wherever you decide to spend your summer season!

Sincerely,

Ambassador Richard B. Norland



Click here to view [CONSUL'S PODCAST](#) on American Citizen Services



Emergency Contact: (995 32) 227-7000

Includes Crime Victims, Arrest, Death, Child Abduction, Life Threatening Illness or Medical Conditions, Lost/Stolen U.S. Passport, or other safety and welfare issues of a U.S. citizen.

HOURS OF OPERATION & CONTACT INFORMATION

American Citizen Services are available by appointment only. To make an appointment for citizen services please visit

<http://georgia.usembassy.gov/service.html>

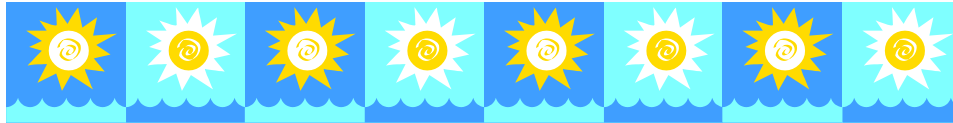
Address: # 11 George Balanchine Str. 0131 Tbilisi
Telephone: (995 32) 227-77-24
After hours emergency number: (995 32) 227-70-00
E-mail: askconsultbilisi@state.gov

Special Point of Interest:

IMPORTANT INFORMATION FOR U.S. CITIZENS !!!

In case of a crisis and/or natural disaster U.S. citizens in Georgia may tune in to the following FM radio stations for updated U.S. Embassy emergency messages and information for U.S. citizens:

- Radio Syndicate — 104.3 FM (Tbilisi and Gori)
- Radio GIPA — 94.3 FM (Tbilisi)
- Radio Atinati — 105.9 FM (Zugdidi)
- Radio Hereti— 102.8 FM (Lagodekhi and Kakheti)
- Radio Dzveli Kalaki — 107.9 FM (Kutaisi)
- Radio Harmonia — 100.5 FM (Poti)



The Department of State's Bureau of Consular Affairs wishes you a happy summer season and safe travel tips on <http://travel.state.gov>.

With the summer season upon us, travel will be a part of many of our lives. Although airports will be crowded, that doesn't have to ruin your summer travel experience. Whether you are packing your bags for the sunny beaches of the Caribbean or headed home to the United States, we hope you will take advantage of the following tips to help make your summer travels safe, smooth, and stress-free. **Check state web-site for summer travel tips!**

Summer Travel Tips

Enroll in STEP

Record your travel plans with the Smart Traveler Enrollment Program ([STEP](#)), a free online service that allows us to better assist you if there is a family emergency in the United States or a crisis where you are traveling. You'll also receive updated travel information for countries you plan to visit. In accordance with the Privacy Act, information on your welfare and whereabouts will not be released to others without your express authorization.

Apply early for your passport

Did you know that a U.S. passport book or passport card is now required for land and sea travel to Mexico and the Caribbean? If you do not have a passport and you plan to travel outside of the United States this holiday season, apply for your passport now. Our current commitment for passport processing time is four to six weeks for routine service and two to three weeks for expedited service. There are 26 passport agencies and more than 8,800 passport acceptance facilities across the United States. Passport application forms are available on our website.

Once you receive your passport, sign it and fill in the emergency information

Make sure you have a signed, valid passport, and a visa, if required, and fill in the emergency information page of your passport. Most passports are valid for ten years. Write the contact information in pencil so you can change it as needed over time.

Leave copies of itinerary, passport data page, and credit card

Sure, you've enrolled in STEP so that your family and the State Department can contact you in an emergency, but you should also leave copies of your itinerary, passport data page and visas with family or friends at home. Leave a copy of your credit card too; in an emergency, the credit card company can help your family locate you.

Check your overseas medical insurance coverage

Ask your medical insurance company if your policy applies overseas, and if it covers emergency expenses such as medical evacuation. If it does not, consider supplemental insurance. Medical treatment and evacuations can cost thousands of dollars – some countries won't allow you in through customs unless you can show proof of medical insurance!

Take precautions to avoid being a target of crime

Practice the same safety tips you would in any unfamiliar place: do not wear clothing or jewelry that would attract attention and do not carry excessive amounts of money; do not leave unattended luggage in public areas; do not accept packages from strangers; and do not travel with anything you'd hate to lose.

Continued Page 4



Continuation from Page 3

Familiarize yourself with local conditions and laws

While in a foreign country, you are subject to its laws. Our website has useful safety and other information about the countries you will visit. You can also download the [Free Smart Traveler App](#) to have the country information at your fingertips.

Find the closest U.S. embassy or consulate

Take a moment to locate the nearest U.S. embassy or consulate in your destination country. This can come in handy if you need the assistance of a consular officer.

Contact us in an emergency

We are here to help you. Consular personnel at U.S. Embassies and Consulates abroad and in the United States are available 24 hours a day, 7 days a week, to provide emergency assistance to U.S. citizens. Contact information for U.S. Embassies and Consulates appears on our website, or you can call the Office of Overseas Citizen Services for assistance with emergencies at 1-888-407-4747 (if calling from the U.S. or Canada), or 202-501-4444 (if calling from overseas). Visa inquiries are not addressed after hours, even if the inquiry is made by a U.S. citizen.



Facebook Q&A Sessions

On the first Friday of each month at 10:00 EDT, an expert from the Visa Office, in collaboration with the New Media Unit in CA/P, answers questions via the Consular Affairs Facebook Page www.Facebook.com/TravelGov.

**Page 10 CROSSWORD PUZZLE
SOLUTION**

Crossword Puzzle Answers:
Across:
1. CRBA 4. Visas 6. Online 8. Passport 10. Financial 12. Independence 16. End 17. English 18. Ten 19. Trace
21. Lost 23. Embassy
Down:
2. Appointment 3. Citizen 5. Services 7. Victim 9. Puzzle 11. Georgia 13. Emergency 14. Contact 15. Cell
20. American 22. Abroad 24. STEP



TIPS FOR PROTECTING YOURSELF FROM INTERNATIONAL FINANCIAL SCAMS

Do you think you may be the victim of an international financial scam? If you have encountered any of the signs below, you may be the victim of a romance or grandparent scam. Here are some tips to help you recognize scams and protect yourself and your money.

Signs of scams:

- You met online through a dating website, e-mail chat room, Facebook, or similar website and your counterpart tries to push the relationship forward very quickly.
- The scammer's English language ability does not match his/her purported identity. For example, he claims to be Thomas Smith, a doctor from Massachusetts, but speaks with a heavy accent and uses very poor grammar.
- Scammers seem to have the worst luck imaginable -- often getting into car crashes, arrested, mugged, beaten, or hospitalized -- usually within the course of a couple of months.
- Sometimes, the scammer claims to have an accompanying child overseas who is also in trouble.
- The scammer's "bad luck" occurred when they were on their way to the airport to come to the United States to meet you. Scammers count on your excitement to finally meet them as an extra incentive to send money. As soon as you send money, however, another situation occurs, which requires you to send more money.
- The scammer asks you for money to get out of a bad situation. *Note: Some scammers will not actually ask you for money. Rather, they will share their heart-breaking situation with you in hopes that you will willingly send money to help them.*
- The scammer claims the U.S. Embassy would not help them. In reality, (s)he is not really a U.S. citizen and/or has not actually contacted the embassy as they claim.
- The passport the scammer sent to convince you that (s)he is a U.S. citizen looks computerized and includes a very attractive photo that may have been taken by a professional modeling agency or at a photography studio. This is not a typical passport photo.

Tips to protect yourself from scammers:

- Never send money to someone you have not met in person without verifying his/her identity.
- Do not disclose personal details online or over the phone. For example, if you are a widow, you may not want to make this known on a dating web site -- scammers prey on those they believe are vulnerable.
- Refer all individuals who claim to be U.S. citizens in distress overseas to the local U.S. embassy or consulate. Assisting U.S. citizens is the U.S. Department of State's top priority. Consular officers are available 24/7 for emergencies. You can find contact information for all U.S. embassies and consulates at www.usembassy.gov.
- Contact the State Department's Office of Overseas Citizens Services (OCS) at 1-888-407-4747. We can offer suggestions for verifying whether the situation is legitimate or a scam.



[Demonstration Here](#)
[Connect to Trace Effects Here](#)


AMERICAN ENGLISH

A Website for Teachers and Learners of
English as a Foreign Language Abroad
americanenglish.state.gov



AMERICAN ENGLISH OFFERS

- Resources for teaching and learning American English language and culture
- Materials for teacher development and student use in the classroom
- New opportunities to practice English and learn more about the United States
- Access to *Trace Effects* English learning game and supplemental resources

FEATURES AND RESOURCES

THE AMERICAN ENGLISH WEBSITE (AE)

This website provides resources to learn and teach English and to discover more about American culture.

KEY FEATURES OF AE WEBSITE

- "Search" or "Browse" by keyword, audience, skills, content type, theme, or pedagogical area
- "My Resources" saves and shares resource links by e-mail
- Facebook and Twitter connections
- "Content Spotlight" highlights U.S. culture through lesson plans, links to materials, and social media shares
- Descriptions and links to U.S. Department of State-funded English programs
- Calendar of events related to English teaching in all regions of the world
- "Suggestion Box" to share ideas and lesson plans, ask questions, or contact us

DOWNLOADABLE RESOURCES

- Print publications and teacher's guides
- Audio books and song collections
- Posters for use as visual aids in the classroom
- "Shaping the Way We Teach English," a multimedia training program for teacher development

UPCOMING PUBLICATIONS

- Games and art activities for primary and secondary school students
- Reading and literature for young adult learners
- Music to appeal to teens and young adults
- Teacher's guides to use and adapt in classes

TRACE EFFECTS

In this interactive 3-D multimedia English learning game, students explore American society as they travel virtually around the United States. Themes include community activism, entrepreneurship,



environmental conservation, women's empowerment, science and innovation, and mutual understanding. The game is also available in DVD format for both teachers and students.

WEBINAR COURSES

Teachers worldwide can participate in a series of certificate and non-certificate webinar courses for topics that foster interactive, student-centered language instruction. These webinar courses will be available soon for downloading on the American English website. Participants are able to engage in a dynamic online discussion forum on a Ning site. They also can earn an e-certificate if they attend a majority of the webinar sessions in a series.

ENGLISH TEACHING FORUM

English Teaching Forum, a quarterly journal for and by classroom teachers of English as a foreign or second language, is searchable and downloadable.

Bureau of Educational and Cultural Affairs

U.S. Department of State



PLEASE NOTE!!!

ACS UNIT WILL NOT BE ABLE TO ASSIST WITH VISA INQUIRIES
ALL VISA INQUIRIES SHOULD BE DIRECTED TO THE CALL CENTER
LISTED ON THE LEFT. PLEASE NOTE ALL VISA APPLICATIONS ARE
ONLY ACCEPTED ONLINE. FOR THE VISA PROCESS PLEASE VISIT
WWW.ustraveldocs.com

www.ustraveldocs.com

Call Center:

Callers in Georgia:
(995 32) 2471 160
Callers in the United
States: 703-988-7103

Email: support-georgia@ustraveldocs.com

NEWS ABOUT U.S. VISAS

Effective February 1, 2013, all individuals issued **Immigrant visas overseas** (this does not apply to non-immigrant visas) must pay a \$165.00 U.S. Citizenship and Immigration Services (USCIS) Immigrant Fee before traveling to the United States. Only perspective adoptive parents whose child(ren) is/are entering the United States under either the Orphan or Hague Process, Iraqi and Afghan special immigrants who were employed by the U.S. government, returning residents, and those issued K visas are exempt from the new fee. For more details regarding the fee, please visit the USCIS website at www.USCIS.gov/immigrantfee.

Volunteer Opportunity from the Office of Public Affairs!

You have an opportunity to help the U.S. Mission in Georgia reach students through the Public Affair Section's "American Corners" program. American Corners are small, Embassy-sponsored sections of local libraries where Georgians can learn about American culture and improve their English. Spend an hour at the American Corner in Telavi, Gori, Khashuri, Batumi, Rustavi, Akhaltsikhe, Kutaisi or Zugdidi. But if you are Tbilisi bound, the American Corner at the Youth Palace in Tbilisi can also use your help.

You are invited to speak about your favorite topic or hobby. You could explain American holidays or discuss an American film after viewing it with kids. Upcoming themes include **Media Freedom Month (May)** and **Economic and Free Trade (June)**. You could lead a session of a monthly book club meeting, or you could just stop in for an hour to play board games. Or suggest an event.

It's fun. It's important. And you will be appreciated by the students who want to meet an American.
Please volunteer!

If you would like to help out, please contact Ketii Asatashvili, our American Corners Coordinator, AsatashviliK@State.Gov or Nana Shugladze, ShugladzeN@State.Gov. You can stop in to speak with Ketii or Nana at the American Center for Information Resource at the U.S. Embassy.



**US Embassy
Tbilisi, Georgia
is on [Facebook](#)!!**

Visit the U.S.
Embassy Tbilisi
[Facebook](#) page for
news updates,
upcoming events,
and photo gallery.



To contact the
Consular section
during business
hours call
(995 32) 227-77-24

Email:
AskConsulTbilisi@state.gov

For after-hours
emergencies
(995 32) 227-70-00

Reminder: Appointments Required for Routine ACS Services

All of our American Citizen Services are available by appointment only. Visitors may receive multiple services during the same visit — please make a separate appointment for each service (e.g., to apply for passports and obtain a notary service, make two appointments).

Arrive a few minutes before your appointment to allow time to go through security.

ACS appointments must be made using our website:
<http://georgia.usembassy.gov/service.html>

In case you need an emergency appointment please contact us via phone or email and we will try to accommodate your request at the earliest convenience.

The following services do not need an appointment and you may stop by the Consular any business day from 2pm to 4 pm:

- ☐ Report an emergency or urgent matter (e.g., death, hospitalization, or arrest of a U.S. citizen)
- ☐ Report a lost or stolen passport
- ☐ Pick up passports, Consular Reports of Birth Abroad (CRBA)
- ☐ Pick up Social Security or tax refund checks



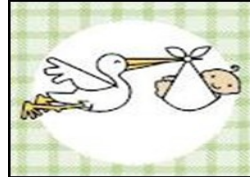
Leaving Georgia?

If you are departing Georgia and have been enrolled in the Smart Traveler Enrollment Program ([STEP](#)), please do not forget to end your enrollment when you leave.

You can end your enrollment by visiting the <https://step.state.gov/step/> if you previously enrolled through this site. If you previously submitted a paper registration form at the U.S. Embassy Consular section in Tbilisi, you may unregister yourself by sending an email request to close your enrollment with the Embassy to:

askconsultbilisi@state.gov





New & Expecting Parents Registering Your Child Born Overseas

If you are a U.S. citizen and the parent of a child born out of the United States, you will need to document your child's U.S. citizenship with a Consular Report of Birth Abroad (CRBA). This document is used in the United States like a certified copy of a birth certificate, and it is acceptable evidence of citizenship for obtaining a passport and entering school. You can make an appointment or learn about Embassy Tbilisi post-specific requirements [here](#).

Required Application Documents:

1. Application Form [DS-2029](#). Do not sign until directed by the Consular Officer.
2. The child's original foreign birth certificate, translated into English.
3. Proof of citizenship of the U.S. citizen parent(s). Your current passport is the preferred form of proof. Your U.S. birth certificate or naturalization certificate is also acceptable.
4. Proof of the relationship between the U.S. citizen parent(s) and the child.
5. If you are married, original marriage certificate. If you have prior marriages, include proof of how those marriages ended such as final divorce decree or death certificate.
6. Valid photo identification for a non-U.S. citizen parent.
7. A form [DS-5507](#) from either U.S. citizen parent and evidence that she/he lived in the U.S. long enough to transmit citizenship to her/his child. How long is long enough? That will depend on whether the parents are married, and whether one or both is a U.S. citizen. [Learn more about transmitting citizenship here](#). How you prove you were physically present will depend on your situation. There is no one-size-fits-all answer. Some examples of acceptable evidence include school transcripts, old passports, income tax returns, utility bills in the name of the parent, employment records, military records, and or medical records. The more you can provide, the easier it will be for the consular officer to approve the CRBA.

Fees: We charge fees for this service. The current fee is \$100.

Appointments for Consular Reports of Birth Abroad are available Monday through Thursday between the hours of 2:00 PM and 4:00 PM. Appointments may be made [online](#). Once approved, your CRBA will be printed and returned from the United States, usually within seven to ten business days.

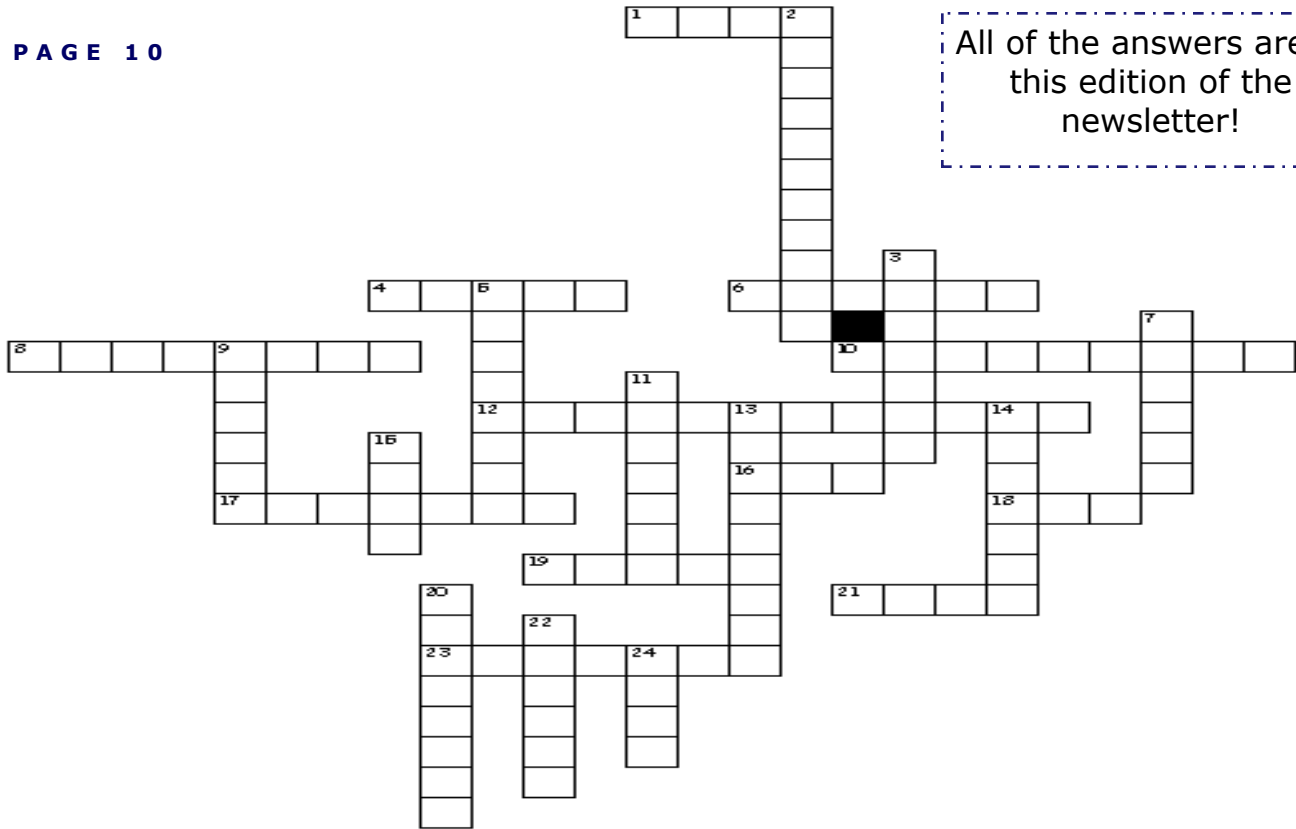
To expedite processing of your application, we suggest the following:

- Arrive for your appointment with documents completed, but not signed
- If possible, have both parents accompany the child to the initial appointment
- Documents not in English should be translated into English and notarized.
- Bring the originals of your supporting and identify documents from items 2-6 above, as well as one photocopy of each original and translation and photocopy of front and back of identification documents.

You may apply for a U.S. passport and social security card at the same time as you apply for a CRBA. Please review our [website](#) for information on the forms and fees required for first-time U.S. passports for minors.



All of the answers are in this edition of the newsletter!



Across

1. Acronym on page 9
4. Non-citizen travel documents (Pg.7)
6. Go _____ to complete your STEP registration (Pg. 3)
8. Official citizen & ID travel document (Pg.3)
10. Type of scam (Pg. 5)
12. Celebrating 237 years of this (Pg.1)
16. When you leave Georgia please let us know you to do this to your STEP registration (Pg. 11)
17. Language (Pg.5)
18. You are on this page
19. Draw over original (Pg.6)
21. Let us know if you have _____ your passport (Pg.8)
23. 11 George Balanchine Street is the _____ address (Pg. 4)

Down

2. Schedule an _____ to renew your passport (Pg.2)
3. Member of a state or Kane (pg.8)
5. We provide these to U.S. Citizens (Pg. 2)
7. Don't fall prey (pg. 5)
9. Mystery (Pg.10)
11. _____, it's on my mind (Pg. 1)
13. We hope you never have one (Pg.8)
14. Connection (Pg. 11)
15. You can't bring this into the embassy (Pg. 11)
20. _____ as pie!(Pg.11)
22. Live or study _____ for adventure (Pg. 6)
24. One foot in front of the other (Pg.3)



**Emergency-response center
112**

(Includes Patrol Police, Medical-Emergency Center, Fire and Rescue Services)

Information Centre

Tel: 118 09

Airport Hotline

Tel: +995 32 2310421;
+995 32 2310341

C
O
N
T
A
C
T

I
N
F
O
R
M
A
T
I
O
N

LIST OF DOCTORS

LIST OF ATTORNEYS

No Doctors or Attorneys are affiliated with the U.S. Embassy and the lists are provided for informational purposes only.

CIVIL REGISTRY AGENCY

Issues residency permits, Georgian passports, civil documents, and

Apostille on Georgian documents.

DEPARTMENT OF TOURISM

Information on Tourism activities, entertainment, cultural events.

E-map of Georgia



Important Security Announcement

When visiting the Embassy, please remember not to bring mobile phones or any electronic devices (such as Blackberries, iPods, or PDAs), food/drinks, medicine or cosmetic products, as they are not allowed within the Embassy. We also strongly advise that you do not bring large bags, such as backpacks, suitcases or packages to the interview as there are no storage facilities on Embassy grounds.

WE WELCOME YOUR IDEAS...

The American Citizen Services Unit is constantly thinking of new ways to improve our service and efficiency.

If you have an idea or a suggestion about how we can make your visit easier or about items or subjects you'd like to see covered in this newsletter or future public broadcasts please let us know by email: askconsultbilisi@state.gov

To remove your name from our mailing list, please [click here](#)